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**ARIZONA DEPARTMENT OF ECONOMIC SECURITY**

1717 W. Jefferson • P.O. Box 6123 • Phoenix, AZ 85005

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Jane Dee Hull  
Governor

John L. Clayton  
Director

June 7, 2001

**WORKFORCE INFORMATION MEMO #04-01**

**SUBJECT:** Revised Eligible Training Provider Application and Guide (5/11/01)

**REFERENCE:** 20 CFR, Part 652, et al. P.L. 105-220, Section 122(a), (b), (c), (d), and (e), Workforce Investment Act (WIA) of 1998; WIA Final Rules Subpart E 663.500; 663.505(a) and (b); 663.508(a) and (b); 663.510(a), (b), (c), (d), and (e); 663.515(1)(i)(ii)(iii); 663.530; 663.535(1)(2)(3); 663.540(a)(1)(i)(ii) and (2); 663.550(a), (b), and (c); 663.555 (a), (b), and (c)(1)(2); 663.565(a) and (b)(1)(2); 663.590 dated August 11, 2000.

**BACKGROUND:** In early December 2000, a series of twelve public hearings were conducted throughout the state. The intent of these hearings was twofold: (1) to gather input from training providers, social service agencies, educational institutions, and other interested parties regarding the efficacy of the existing initial eligibility process, for training providers wishing to be on the Statewide Eligible Training Provider List (ETPL); and (2) to gather input regarding the process for annual re-certification of training providers to the ETPL. For your review, enclosed are the questions and comments received from public hearing attendees. This information was used as the impetus for a series of meetings held January through March of 2001. These meetings brought together an ETPL work group made up of local board members, local agency staff, and state staff to revise the existing ETPL application and its accompanying guide, based on the public hearings information, as well as the work group's own experiences with the ETPL process overall. The result is the revised application and guide enclosed hereto. These revised documents are also now available for downloading from the ETPL web site at [www.ade.state.az.us/arizonaheat](http://www.ade.state.az.us/arizonaheat).

Training providers can also complete the revised application on-line and send it electronically to one or more Local Workforce Investment Boards (LWIBs) for approval. Local boards will be able to forward approved applications directly to the Department of Education for inclusion of the provider information on the ETPL.

**ACTION REQUIRED:** Please distribute this memo and its enclosures to training providers in your local area and to all staff who are involved in the processing of training provider applications. Questions should be directed to Ms. Pat Gregan, Policy Specialist, at (602) 542-2490 or to your Quality Assurance Liaison at (602) 542-3957.

Sincerely,

A handwritten signature in black ink that reads "Stan Flowers". The signature is written in a cursive, flowing style.

Stan Flowers  
Acting Deputy Program Administrator  
Workforce Development Administration

SF: PG: kds

Enclosures (3)